

**CITY OF LEWISTON**  
**PLANNING BOARD MEETING MINUTES**  
**for November 24, 2008 – Page 1 of 5**

**I. ROLL CALL:** This meeting was held in the Mayor's Conference Room on the First Floor of City Hall, was called to order at 5:31 p.m., and was chaired by Chairman Stephen Morgan.

- **Members in Attendance:** Stephen Morgan, Jim Horn, Roger Philippon, Jonathan Earle, Lucy Bisson, Denis Fortier, and David Vincent. **Absent:** None.

- **Associate Members Present:** Bruce Damon and Trinh Burpee. **Absent:** None.

- **Staff Present:** Gil Arsenault, Director of Planning and Code Enforcement; David Hediger, City Planner; and Doreen Christ, Administrative Secretary of Planning & Code Enforcement.

*Both Bruce Damon and Trinh Burpee were alternates, not voting members for the entire meeting, since all Board Members were present.*

**II. ADJUSTMENTS TO THE AGENDA:** None.

**III. CORRESPONDENCE:** None.

*Roger Philippon arrived at 5:32 p.m. and David Vincent at 5:33 p.m.*

**IV. HEARINGS:**

A. *A public hearing for a proposal submitted by Sebago Technics on behalf of the Maine Family Federal Credit Union for construction of a 16,208 square foot, three- (3-) story and basement building addition at 555 Sabattus Street.* David Hediger read his Staff Memorandum dated November 20, 2008. Back in 2004, approval was granted for construction of a two-story, 7,392 square foot addition with a 3,534 square foot basement and an additional 88 parking spaces. Since then, approval has expired, the parking lot was constructed, however, the addition was not. David Hediger said that the impervious area will decrease. There will be more green space.

There were no concerns from the Fire, Police, and Public Works Departments.

Present at this meeting was *Mike Gotto* of Sebago Technics on behalf of the Maine Family Federal Credit Union. He showed a rendering of what the building will look like when it is complete. The entryway will be the point between the two (2) buildings. The employee entrance will be in the new addition. Lucy Bisson questioned pedestrian access from the rear parking lot. Mike Gotto stated a crosswalk exists, however, marking will be improved. The third level of the building be for future expansion. All three levels will be constructed.

This item was then opened to the public for those in favor and those in opposition to this project. There being none, this item was brought back to the Planning Board.

The following motion was made.

**MOTION:** *by Lucy Bisson, that the Planning Board determines the application submitted by Sebago Technics for the construction of a 16,208 square foot, three- (3-) story addition to be complete; grants approval of the modification/waiver checklist; that this application meets all of the necessary approval criteria contained under Article XIII, Section 4 of the Zoning and Land Use Code; and grants approval to the Maine Family Federal Credit Union, subject to the following conditions:*

1. *That a note or detail is added to the plans indicating that lighting will not exceed 25 feet in height.*

2. That a note is added to the plan stating that approval of the development plan and any building permit issued for development within the scope of this Code shall expire after a period of 24 months after the date of approval if substantial development has not begun. An extension of this deadline may only be granted for good cause shown and the extension request must be made at least 60 days prior to the time of expiration.
  3. That a signature block for the Planning Board's chairman is added to the plan.
  4. That employee crosswalks crossing lanes of traffic will be aggressively marked.
- Second by **Denis Fortier**.

**VOTED:** 7-0 (Passed).

**B. A proposed amendment to Appendix A, Article V, Section 3(x) of the Zoning and Land Use Code of the City of Lewiston to allow mobile homes and recreational vehicles such as motor homes and travel trailers as temporary housing.** David Hediger presented this item. A special meeting was previously held on November 3, 2008 at which time, the Board requested Staff to draft an amendment to the Zoning and Land Use Code to allow temporary housing. This request was initiated, due to a fire at Steve Roy's residence (665 College Street), in which Mr. Roy requested placement of a mobile home on his property for 3-6 months, until he can reconstruct the interior of his home, gutted by fire. At that special meeting, Staff presented a possible amendment that would allow for temporary housing. David Hediger stated a change made since the special meeting was that the temporary housing was changed from 180 days to 90 days and that language was added for temporary certificate of occupancies. The ordinance contains provisions to ensure temporary housing remains on a property for no longer than 270 days, including any extensions and that it is removed within 30 days of the complete reconstruction of a home or upon the expiration of the 270 days, whichever comes first. The ordinance also provides property owners the ability to remain onsite during reconstruction.

Comments from the Board included the following. Steve Morgan said that complications with an insurance company could hold up construction. He then asked if you could get an extension. The response was that a homeowner has up to 270 days. Lucy Bisson made reference to Section 3, Item (1). She felt the language was too general. Lucy Bisson noted that the word, "*lightening*" is misspelled and should be corrected to read, "*lightning*" in the first paragraph. Also under Item (5), the word, "*feet*" should be added after the word, "*six (6)*".

The item was then opened to the public.

Nel Roy asked, "Is there a penalty for non-compliance?" Gil Arsenault stated that citations can be issued and that it could go to court. The defendant would be responsible for any legal costs.

There, being no further questions or comments, this item was then closed to the public and the following motion was made.

**MOTION:** by **Roger Philippon** that the Planning Board send a favorable recommendation to the City Council for their consideration an amendment to Appendix A, Article V, Section 3(x) of the Zoning and Land Use Code to allow mobile homes and recreational vehicles as temporary housing with the following two changes: 1. to correct the spelling of the word "*lightening*" to read, "*lightning*" and 2. to add the word, "*feet*" after the word, "*six (6)*". Second by **Lucy Bisson**.

**VOTED:** 7-0 (Passed).

In conclusion, Nel Roy thanked the Board and Staff for all that they had done to made this happen.

**V. OTHER BUSINESS:**

**A.** A proposed “*de minimus*” change request submitted by *Sebago Technics on behalf of Joan Poulin to Lot No. 2 of the College Green Subdivision, altering the building envelope, at 1 Bowdoin Drive*. David Hediger summarized this portion of his Staff Memorandum dated November 20, 2008.

Present at this meeting was **Mike Gotto** from Sebago Technics on behalf of Joan Poulin. Joan Poulin would like this request granted to allow her placement of a shed. The requested change to the building envelope will be increased by approximately 1,486 square feet. Mike stated that there has already been a DEP permit issued after the fact. The shed is already there.

There was no public present, therefore, the following motion was made.

**MOTION:** by **Denis Fortier** that the Planning Board determine the change for the alteration of the building envelope to Lot No. 2 to be a “*de minimus*” change, pursuant to Article XIII, Section 3(k) of the Zoning and Land Use Code and grants approval to Joan Poulin. Second by **Lucy Bisson**.

**VOTED:** 7-0 (Passed).

**B.** A proposed “*de minimus*” change request to the *Gloria Nye Subdivision at 191 Dyer Road*. David Hediger stated that no information was submitted to him, therefore, there is no item to review and no action to be taken.

**Bruce Damon recused himself from the following item, due to a conflict.**

**C.** A request for an extension of approval by *Sebago Technics on behalf of the Stanton Bird Club, for the Nature Center at the Thorncrag Bird Sanctuary at 354 Montello Street*. David Hediger summarized this portion of his Staff Memorandum dated November 20, 2008.

Present at this meeting were **Mike Gotto** of Sebago Technics and **Susan Hayward** of the Thorncrag Bird Sanctuary. This project was previously approved on December 13, 2004. Since then, extensions of approvals have been granted on both November 13, 2006 and November 26, 2007. The extensions of approval are granted yearly, since this project was originally approved as a Conditional Use Permit. The current extension will expire on December 13, 2008. The parking lot is completed and now in use. Construction of the walkway to the gazebo is scheduled to begin at any time. Plans are to construct the gazebo and bath/storage shed next summer to complete the Phase 1 work. The Nature Center is scheduled for the Phase 2 construction. This request is being made, due to insufficient funding, however, fundraising is continuing to move forward.

Mike Gotto stated that there are some construction changes. He made reference to the bridge across the stream, grading issues, and that they needed to make the walkway longer. Mike Gotto stated that the Phase I construction is complete, except for the construction of the gazebo and the storage shed. He showed the location of where the portable bathrooms and storage facility will be and a colored rendering with the proposed building.

Susan Hayward was present. She commented that the fundraising is an ongoing effort. She also stated, for the record, that there is a name change from the “*Thorncrag Bird Sanctuary*”, it is now called, “*Thorncrag Nature Sanctuary*”.

In closing, this item will come back before this board again next year for another one-year extension of approval request.

There was no public present, therefore, the following motion was made.

**MOTION:** by **Lucy Bisson** that the Planning Board grant a one- (1-) year extension of approval to the Stanton Bird Club, for the Nature Center at the Thorncrag Nature Sanctuary at 354 Montello Street pursuant to Article X, Section 5 of the Zoning and Land Use Code and finds the change to the walkway and gazebo location and restroom and storage facility to be a “*de minimus*” change. Second by **Denis Fortier**.

**VOTED:** 7-0 (Passed).

**Bruce Damon excused himself from this at 6:01 p.m.**

**D. Any other business Planning Board members may have relating to the duties of the Lewiston Planning Board.** There will be only one (1) meeting scheduled for December, that meeting being December 15, 2008.

Strategic Plan – There is a meeting forum scheduled for Monday, 12/01/2008, at Montello School. A draft of the Strategic Plan will be presented for the City Council's consideration in March 2009. David Hediger stated that a big portion is on the downtown. He encouraged the Board to attend this meeting forum, since the Planning Board will be involved at some point.

Comprehensive Plan - \$100,000-\$150,000 is needed for hiring a consultant along with Staff's input.

Bates Mill No. 5 Site – The City Council has endorsed parking for this site. The parking site will be parallel to the canal going to Mill No. 5. The emphasis is to try to get down Lincoln Street. A traffic movement permit will be required.

Board Membership - Lucy Bisson's term expires in January 2009, however, she can apply to get re-appointed. Lucy said that she has filed the appropriate paperwork. Jim Horn and Steve Morgan's last meeting will be on December 15, 2008 – both their terms expire.

Hotel – Island Point Location – The proposed hotel by ESPO's is still being pursued even with the economy being the way it is. This location is a "mixed use" type. David Vincent questioned stabilization of the existing wall.

FPL – David Hediger referenced a recreation plan between Turner and Greene, Maine. This plan is gathering speed. David stated that he is putting together a response.

FPL Canals – David Hediger mentioned this item. He was looking for input from the Board as to any ideas as to what the canals could be used for. Jim Horn said that Bates College aquaculture program (green energy) would be interested in this. David said that one idea was to fill in the canals. Maintenance of the canals is not happening now. The City could take over. The City has the capability.

PUC Meeting – David Hediger mentioned the PUC meeting which was taking place the same time as this meeting. The PUC meeting was regarding the transmission upgrade. David said, in the future, the Planning Board will be seeing this. The plan is to follow the existing from Gulf Island and then to follow the big transmission line over to Auburn. The existing 115 kilowatt will be upgraded to 350 kilowatt. Denis Fortier said that this is in the current R.O.W.

Central Maine Power (C.M.P.) Company will be requesting a Conditional Use Permit. There is an option on the Larrabee Street property. The CMP Company would like to build a 25-30 acre substation. David Hediger said that it depends on the process as to when they will submit.

## **VI. OLD BUSINESS:**

**A. Zoning and Land Use Updates, including zoning matrix, SR districts, and open space provisions.** No update.

**B. A discussion about permitted uses and storefront appearances in the Centreville (CV) zoning district.** No update.

**C. A discussion regarding Urban Design Standards.** No update.

**D. Lewiston-Auburn Consolidation.** No update.

**VII. MINUTES:** The minutes were not distributed at this meeting, therefore, no action was taken.

**VIII. ADJOURNMENT:** The following motion was made to adjourn.

**MOTION:** by ***Roger Philippon*** that the Planning Board adjourn this meeting at 6:21 p.m. Second by ***Lucy Bisson***.

**VOTED:** 7-0 (*Passed*).

Respectfully submitted,

Lucy Bisson, Planning Board Secretary

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